

<b>United States Environmental Protection Agency</b> <b>POSITION DESCRIPTION COVERSHEET</b>		1. DUTY LOCATION <i>Atlanta, GA</i>		2. POSITION NUMBER (b) (6)	
3. CLASSIFICATION ACTION: a. Reference of Series and Date of Standards Used to Classify This Position					
	b. Title	c. Service	d. Series	e. Grade	f. CLC
Official Allocation	Environmental Engineer	GS	0819	14	001 100
4. SUPERVISOR'S RECOMMENDATION					
5. ORGANIZATIONAL TITLE OF POSITION (if any)		6. NAME OF EMPLOYEE (b) (6)			
7. ORGANIZATION (give complete organizational breakdown)					
a. U.S. ENVIRONMENTAL PROTECTION AGENCY		e. NPDES PERMITTING SECTION			
b. Region IV		f.			
c. Water Protection Division		g.			
d. NPDES PERMITTING & ENFORCEMENT BRANCH		h. Organization Code TDAD 0600			
8. SUPERVISORY/MANAGERIAL DESIGNATION					
<input type="checkbox"/> [S] First or Second level supervisor: An individual who performs supervisory work and managerial responsibilities that require accomplishment of work through combined technical and administrative direction of others and meets the requirements for coverage as described in the General Schedule Supervisory Guide.					
<input type="checkbox"/> [A] An individual (as defined in Section 7103(a)(10) of Title V of the U.S. Code) who is authorized to hire, direct, assign, promote, reward, transfer, lay off, suspend, discipline, or remove one or more employees, or effectively recommend such action. The exercise of this responsibility is not routine or clerical in nature, but requires the consistent exercise of independent judgment.					
<input type="checkbox"/> [M] A manager who directs the work of an organization; is accountable for the success of line or staff programs; monitors, evaluates, and adjusts program activities; and performs the full range of duties outlined in the General Schedule Supervisory Guide. May also include deputies who fully share responsibility for managing the organization or who serve as an alter ego to the manager.					
<input type="checkbox"/> [B] A management official (as defined in Section 7103(a)(11) of Title V of the U.S. Code) who formulates, determines or influences an organization's policies. This means creating, establishing, or prescribing general principles, plans, or courses of action for an organization; or bringing about a course of action for the organization. Management officials must actively participate in shaping the organization's policies not just interpret laws and regulations give resource information or recommendations or serve as experts or highly trained professionals who implement or interpret the organization's policies and plans.					
<input type="checkbox"/> [T] "Team Leader" This position meets the requirements for coverage under Part II of the General Schedule Leader Grade Evaluation Guide.					
<input checked="" type="checkbox"/> [N] None of the above applies. This is a non-supervisory/non-managerial position.					
9. SUPERVISORY CERTIFICATION I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships and that the position is necessary to carry out governmental functions for which I am responsible. The certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.					
a. Typed Name and Title of Immediate Supervisor		d. Typed Name and Title of Second-Level Supervisor			
		(b) (6)			
10. OFFICIAL CLASSIFICATION CERTIFICATION					
a. <input checked="" type="checkbox"/> This position has no promotion potential.		<input type="checkbox"/> If position develops as planned and employee progresses satisfactorily, this position has known promotion potential to grade:		b. Fair Labor Standards Act	
				<input type="checkbox"/> Nonexempt <input checked="" type="checkbox"/> Exempt	
c. Functional Code		94			
d. Bargaining Unit Code	e. Check, if applicable:	f. Signature		g. Date	
0012 7777	<input type="checkbox"/> Medical Monitoring Required <input type="checkbox"/> Extramural Resources Management Duties ( _____ % of time) <input type="checkbox"/> This position is subject to random drug testing ( _____ )	<i>Alvin B. Williams</i>		11/11/08	
11. REMARKS <u>STATEMENT OF DIFFERENCE</u>					
Pen & ink change made to Org. name/code due to reorg. Effective 11-2-14					

**ENVIRONMENTAL ENGINEER**  
**GS-0819-14**

**Introduction**

This position is located in Municipal and Industrial NPDES section of the Pollution Control and Implementation Branch in the Water Protection Division, EPA Region 4. The incumbent's primary duties and functions will originate in the Office of Water, Office of Wastewater Management, Water Permits Division, Industrial Branch, EPA Headquarters, Washington, D.C.

**Primary Purpose**

The Division provides national leadership and management of the National Pollutant Discharge Elimination System (NPDES) permitting, pretreatment of industrial wastewaters and sludge management required to protect the Nation's surface and ground water from contamination as mandated under sections 401, 402, and 405 of the Clean Water Act. This includes the following activities:

- Development of regulations, policy, and guidance
- Development of national strategies
- Managing program implementation by EPA Regions and States
- Reviewing and approving State applications for administration of the NPDES and pretreatment programs
- Providing program direction and new policies, guidance, and types of permits to address program components such as combined sewer overflows, sanitary sewer overflows, municipal and industrial storm water, animal feeding operations, mines, and other water pollution sources.
- Redesigning the NPDES program and its components to be responsive to statutory and court-ordered mandates and changes in Agency policy, and developing model approaches for management of the NPDES program which consider changes in national priorities (such as water quality-based controls and the watershed approach).

The Water Permits Division provides technical support and training to EPA Regions and States for all aspects of the NPDES program and its components (such as pretreatment and storm water). It works closely with the Municipal Support Division, to implement policies for controlling pollution from municipal discharges. It also coordinates with program offices such as the Office of Science and Technology (OST) in the development of national standards, the Office of Research and Development (ORD) to support research and development activities, and the Office of Enforcement and Compliance Assurance (OECA) to ensure coordination with enforcement and compliance assistance activities.

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The Industrial Branch, under the direction of a Branch Chief, is primarily responsible for the development and implementation of the industry technology-based permitting program, the industrial and construction storm water programs, and industrial multi-media issues.

In addition, the Branch develops and coordinates national policy, priorities and strategies, and any necessary changes to the industrial and construction storm water phase I and phase II permit regulations. Provides liaison with other appropriate Federal, interstate, State and local agencies in the formulation of policy, procedures, program priorities, resource requirements, and regulatory requirements for effective storm water implementation. Develops and provides oversight of the construction, multi-sector and modified multi-sector general permits for the storm water program.

**MAJOR DUTIES AND RESPONSIBILITIES:** The incumbent demonstrates a mastery of advanced engineering concepts, which allows the incumbent to apply new technical developments and theories to a range of critical and novel problems and technical issues. Serves as an expert for technical programs concerning the applicability of policy and technical information to the requirements of the Clean Water Act (CWA), as it relates to the development and implementation of the NPDES energy related issues such as oil and gas exploration and production. The technical information includes, but is not limited to in-depth knowledge of industrial process and wastewater treatment technologies.

Serves as a technical agency expert in the energy fields with particular emphasis on the geologic and hydrologic effects related to oil and gas onshore and offshore exploration and production. Uses extensive knowledge of engineering principles to address those scientific and engineering requirements necessary to fulfill the portion of the Clean Water Act (CWA) that dictates ongoing NPDES permit activities within the Office.

Serves as a senior Regulatory Development Manager and technical expert providing the necessary leadership and expertise for directing and coordinating EPA and outside professionals engaged in streamlining existing pretreatment regulations, developing technical and procedural guidance documents, and providing impact analysis affecting all programmatic activities within the Branch. The incumbent also serves as a technical team leader for efforts to promote greater efficiencies and responsiveness to the public, other Federal agencies and all stakeholders in the regulated community.

Demonstrates the ability to evaluate and combine all relevant background information on pertinent technical and regulatory issues in order to develop and implement innovative energy related program requirements that ensure the program remains protective of human health and the environment. In addition to the duties

previously mentioned, the incumbent fulfills a critical role in the development of national strategies, program implementation and management, and in providing technical assistance to Regional and State operations.

Maintains ongoing contact with outside public and private agencies and a variety of special interest groups (e.g., professional scientific and engineering societies, industrial and manufacturing associations and environmental interest groups) to promote general and technical information exchange and to assure program compatibility and efficiencies at the Federal, state, and local levels.

Provides expert advice regarding program management of energy related requirements and policy to State Approval Authorities. Provides general technical program management consultation and guidance to other, responsible agency offices (e.g., Office of Enforcement & Compliance and the Office of Science and Technology) and to the regulated community and public environmental interest groups. Also serves as an administrative expert regarding implementation of national energy related policies.

Represents the Branch, Division and Office of Wastewater Management on in-house work groups, intra- and inter-Agency task forces, cooperative joint environmental forums, workshops, public conferences and symposia concerned with discussion and resolution of major water pollution issues and policy questions being addressed by the Agency. Delivers technical and program over/issue papers that are representative of Agency policy decisions and leads consequent discussion groups in public forums. Explains Agency standards and regulations to the public, State and local government and industry participants at these meetings.

Develops and implements national energy guidance for State NPDES programs and municipalities. Reviews and evaluates alternative program objectives and priorities and recommends possible, mutually agreeable solutions to all concerned,

Reviews and evaluates standards and all physical and technical data for adequacy in light of changing program requirements due to newly proposed guidance and regulatory development initiatives.

Responsibilities at this level tend to involve highly unstructured and interconnected problems involving both difficult technology and complex programmatic issues. The incumbent is one that others recognize as a senior technical expert, and turns to for advice and counsel, not only because of the position, but because of the incumbent's personal reputation in the field. At this level, the work typically has special significance for the success of the organization. Typically, assignments include a wide area of responsibility carried out under administrative direction in terms of broad agency policies, objectives, and mission statements.

Review of energy related NPDES activities in Region 4 will also be a function of this position.



### **Knowledge Required By This Position - Level 1-8 ( 1550 Points)**

Mastery of advanced scientific and engineering concepts in the areas of geology, hydrology, chemistry and related physical sciences, to include the necessary technical skills to enable the incumbent to develop effective and pragmatic technical guidance and protocols to develop and implement national policy related to energy production.

Knowledge and skill to formulate national program policy within the framework and procedures of the Agency and to advise and counsel other staff regarding past practices and potential approaches to solving complex permit program problems.

Ability to lead, direct, review and evaluate the work of teams composed of technical, legal, and/or administrative personnel engaged in developing or revising Agency regulations, policy, guidance or procedures for use by Regional and State water program workforces.

- Skill in determining the specific data needed and the best approach and methods to obtain these data.
- Skill in making decisions or recommendations based on scientific, environmental, or technical evidence that affect the content, interpretation or development of major policies or programs concerning critical environmental issues.
- Familiarity with the Clean Water Act (CWA).
- Knowledge of the principles of geology and hydrology as it applies to oil and gas exploration and other energy production activities.

### **Supervisory Controls - Level 2-5 (650 Points)**

The supervisor provides guidance primarily in the form of general policy directives and staff, time, and budget constraints. The employee typically initiates new projects or activities independently. The employee keeps the supervisor informed of progress but recommendations and decisions of the employee are generally accepted as technically sound, although final approval may depend on formal action of the employee's supervisor. The employee has a high degree of independence in seeking optimum technical solutions to problems in light of current scientific, engineering or technical information. The employee advises the supervisor and other responsible parties of actual and potential controversial and/or unusual problems and advises the supervisor as to the best approach to mitigate the impact(s) of these problems. Completed work is generally reviewed for tangible results that incorporate established policy guidelines and demonstrate that technical and regulatory objectives of the Pretreatment program have been fulfilled.

### **Guidelines - Level 3-5 (650 Points)**

Guidelines are provided by basic legislation and broadly stated agency regulations and policy statements. The employee exercises considerable judgment and ingenuity in interpreting and

adapting existing guidelines and in developing new and improved hypotheses, approaches or concepts not previously tested or reported in the literature relating to energy policy management. The methods and procedures often serve as precedents for other EPA scientists and engineers.

#### **Complexity - Level 4-5 (325 Points)**

Assignments include a broad range of duties requiring the application of many different and unrelated processes and methodologies to develop solutions to a broad range of activities involving analysis and problem solving as they relate to the NPDES and in particular to energy related environmental management programs. Effective solutions to these complex issues require a considerable degree of technical knowledge, organization and the ability to develop productive interrelationships with other technical professionals having special knowledge relevant to particular problems and issues. Problems include the economic constraints experienced by the regulated community, the effectiveness of state-of-the-art treatment technologies and the integration of these technologies into overall management programs for energy related activities that ensure the protection of human health and the environment.

#### **Scope and Effect - Level 5-5 (325 Points)**

The purpose of the work is to provide authoritative information and analyses, either written or oral, which identify and interpret scientific or engineering alternatives and options to complex questions relating to environmental policy.

The work makes a significant contribution to the planning and evaluation of policies and projects which are of national interest, scope and impact through the application of new and relevant theories and the synthesis of a range of approaches to policy issues.

#### **Personal Contacts - Level 6-4 (110 Points)**

Personal contacts are with top EPA scientists, engineers, and managers, other Agency subject matter experts, congressional staff, representatives of private industry and municipal and state governments, and with counterparts scientists and engineers interaction with these personnel, often requires formal presentations of Agency scientific, engineering, and policy positions, as well as informal discussions, to national variety of perspectives and objectives. The employee represents EPA on inter- and intra-agency task forces and at national and international councils, conferences, and symposia.

#### **Purpose of Contacts - Level 7-4 (220 Points)**

The purpose of these contacts is to present technical information, expert opinion, and balanced analyses, based upon recognized technical competence, on complex questions; to participate in

conferences, meetings or presentations involving technical and policy issues that have national sensitivity, consequences, negotiations, and meetings concern technical questions and policies on which there are conflicting conclusions, interests, or opinions.

The employee often must persuade or influence other subject matter experts (who are often authorities in the field) to adopt approaches and concepts which conflict is involved.

**Physical Demands - Level 8-1 (5 Points)**

The work is primarily sedentary, although walking, bending, or lifting may be required during field work.

**Work Environment - Level 9-1 (5 Points)**

Work is generally performed in an office setting although some field visits may be necessary.

Total Points = 3840